Supplemental Materials

In the course of developing the Strategic Technology Plan for King County, a number of supplemental materials were developed. While most of the components of the planning effort now reside in either the Strategic Technology Plan or Appendix, several pieces remain as separate resources to the study. These include (1) a measurement transition plan, (2) technology inventory detail, (3) needs matrix by agency, and (4) a survey matrix by agency. Each of these items are described below and available from OIRM in hardcopy and electronic formats.

Measurement Transition Plan
The Measurement Transition Plan goes hand in hand with the Measurement Report and the preliminary set of project management tools the County developed in 2002 The purpose of this Transition Plan is to define a viable approach for deploying a standard set of outcome measurement tools. The plan identifies the current status of each project management and outcome measurement tool at the time that it was assessed (Spring 2002), defines the extent to which it is being utilized, suggests specific additions and modifications for improvement, outlines steps for Countywide acceptance, and suggests a timeline for the transition.

Technology Inventory Detail
One of the initial efforts in the planning process involved distributing an inventory questionnaire for County staff to submit inventories of the technology components used within their respective agencies. While the summary inventory information is provided as an appendix to the Strategic Technology Plan, the detail resides in the Technology Inventory Detail. Contents of the inventory detail include:

- Servers
- Workstations
- Mobile Data Fax Devices
- Systems Interfaces

- Network Hardware
- Wireless LAN Applications
- Radio Systems
- Staffing

- Peripheral Devices
- Mobile Data Terminals and Applications
- Major Applications

Needs Matrix by Agency
At the end of the fact-finding phase of the Strategic Technology Planning process, an interim milestone deliverable was developed to outline the key issues and needs that were identified through interviews, surveys, inventories, and document review. This served as an abbreviated, bulletized initial outline for the Needs Summary, which now resides in the Appendix of the Strategic Technology Plan.

Survey Matrix by Agency
Technology managers from each agency were surveyed to determine the extent to which existing technologies were meeting current needs. The feedback received provided input to other sections of the Strategic Technology Plan. The survey consisted of two sections: existing conditions, and business requirements/information needs. The content of each section is as follows:

	Existing Conditions	*Business Requirements/Information Needs*
- Software/Applications	- Network Infrastructure	- Reporting
- Internet/Intranet	- Telephony	- Business Practices
- Service Delivery Model	- Staffing	- Summary Issues/Needs
- Training	- Technology Management	
	- Documentation	